



VISAYAS
STATE UNIVERSITY



OFFICE OF THE DEAN OF STUDENTS
Visca, Baybay City, Leyte, 6521-A PHILIPPINES
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Date

Dr. EDGARDO E. TULIN
President
Visayas State University
Visca Baybay City, Leyte

Through:

MANOLO B. LORETO, Jr.
Dean of Students

Dear Dr. Tulin:

Good day to you!

I would like to humbly ask your office for a readmission. This is my first time to apply for readmission since I started studying in VSU. I am Verchiel Batuto Cubelo, an irregular student currently taking BS Agricultural and Biosystems Engineering. I entered VSU last 2019 as a transferee. After my transfer here, I was actually doing fine in my academics because I was trying to redeem myself from being dismissed in UPLB. Unfortunately, the pandemic had a hard effect on my eagerness.

When the pandemic started, we were told that the suspension would only be a week. We never thought that it would take years. When I went home to Biliran, I was hired as a frontliner in our Provincial Capitol. I took the chance to work because it was still unsure when the regular classes would resume. Later in 2020, online classes were permitted and I enrolled for the first semester of A.Y. 2020-21, taking both the modular and real-time online classes. At first, I was able to juggle my classes and my working schedule, but as the semester went by, I found myself unable to catch up on my classes.

The nature of my work as a frontliner had us exposed to crowds and entertaining people coming from different places, which we have to focus on especially with executive orders changing from time to time depending on the national and local situation regarding the pandemic. Additionally, my working hours that shifts from morning to graveyard and vice versa hit hard on my body. I am financially incapable that is why I needed the money during this trying times, so I neglected the idea of quitting on my job. Physically and mentally exhausted, I sacrificed my semester.

I stopped attending some of my classes. In my four enrolled courses, I finished one and I have incomplete requirements on another, which I also gave up on because I lack time. My classes and exams are overlapping with my shifts. I used my free time to rest and sleep before and after every work shifts. I began to feel ashamed of attending to my classes because I know I am already left behind. I also refrained from talking to my professors because I don't want to burden them further because I know that it has been very difficult for them to adjust as well. I tried asking some of my classmates and upperclassmen if they knew how I should apply for LOA and whom should I approach, but, unfortunately, they also don't know. That is why I decided that I would just have AWOL. I told myself that I will enrol again when the face-to-face classes begin, but the government seems to be still not confident on bringing it back. I even had a decision to enrol and shift to another BA course if ever the face-to-face classes would still not be permitted, but I told myself that I already wasted years and I needed to graduate sooner. Hence, I am here asking for permission to be readmitted so that I



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can continue my studies. I was doing well in my academics and extracurricular ever since I transferred in VSU and I don't want to waste another opportunity to finish my studies.

I hope this letter finds you well. Thank you, sir, and God bless!

Respectfully yours,

VERCHIE B. CUBELO

Name and Signature of the Student

for

CATALINA BATUTD

Name and Signature of Parent/Guardian

Approved for the President:

MANOLO B. LORETO, Jr.

Dean of Students

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge
and innovative technologies for sustainable communities and environment.



READMISSION FORM

Student No.	Last Name	First Name	Middle Name	Course & Year
19-1-02692	CUBELO	VERCHIEL	BATUTO	BSABE 3rd YEAR

February 4, 2022
Date

Dr. JANNET C. BENCLURE
Dean, College of Engineering and Technology
Visayas State University
Visca, Baybay, Leyte

Sir / Madam:

I would like to apply for readmission effective 2nd semester / summer 2021-2022. My last attendance from this University was 1st semester / summer 2020-2021. I was out of school for two semesters and none summer(s) because of the following reason(s): (1) Inability to manage time for my job as a frontliner and pursue academics simultaneously. (2) Financial necessities for online classes.

If admitted I promise and pledge to abide by and comply with all the rules and regulations laid down by competent authority in the University and in the College to which I am enrolled.

Recommending Approval:


MANOLO B. LORETO, JR.

Dean of Students

Approved:

Dr. JANNET C. BENCLURE
College Dean

Certified no financial accountability:

QUEEN-EVER Y. ATUPAN
Cashier

Recorded:

MARWEN A. CASTANEDA
University Registrar

Distribution of copies: 1 Cashier, 1 Registrar, 1 Dean, 1 Dept. Head, 1 Admissions Office

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